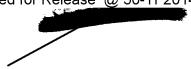
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MEMORANDUM FOR: Special Assistant to Acting Deputy Director

(Administration)

FROM:

Acting Management Officer

SUBJECT:

Order-Invoice-Voucher Form

REF:

Letter from Chief of Logistics dated 25 March 195h

- 1. The original of the referenced letter requested that the new Order-Invoice-Voucher form be procured in a ten part set.
- 2. A review of existing files and procedures and the proposed procedure indicates that a nine part set is satisfactory for agency use.
- 3. The referenced letter was subsequently revised and additional information inserted on the proposed use of the new form.
- 4. In view of the facts as presented in the revised study it is recommended that the form be procured as requested, in nine parts.

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